# Position Details

## Research Projects- CSOF3

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| The following information is for applicants | |
| Advertised Job Title | Research Projects Officer – ACDP Fish Diseases Laboratory |
| Job Reference | 100240 |
| Tenure & Work Schedule | Indefinite, Full-time |
| Salary Range | AU$73k – AU$93k per annum plus up to 15.4% superannuation |
| Location(s) | Geelong – Australian Centre for Disease Preparedness (ACDP), Victoria |
| Relocation Assistance | Will be provided to the successful candidate if required |
| Applications are open to | * Internal CSIRO Employees * Australian Citizens Only |
| Position reports to the | Aquatic Diagnostic Capability – Team Leader |
| Client Focus – Internal | 80% |
| Client Focus – External | 20% |
| Number of Direct Reports | 0 |
| Enquire about this job | Contact Dr Peter Mohr via email [peter.mohr@csiro.au](mailto:peter.mohr@csiro.au) or phone +613 5227 5499 |
| Support and Workplace Adjustments | We offer a range of reasonable supports and workplace adjustments. Please let us know via email to the Talent Acquisition Consultant at shree.chattopadhyay@csiro.au or the *Hiring Manager mentioned above,* if we can help you to equitably participate in our recruitment process or the role itself. |
| How to apply | Apply online at <https://jobs.csiro.au/>  Internal applicants please apply via **Jobs Central**  We encourage you to reach out if you require any support or experience difficulties when applying - please email [careers.online@csiro.au](mailto:careers.online@csiro.au) |

**Acknowledgement of Country**

CSIRO acknowledges the Traditional Owners of the land, sea and waters, of the areas that we live and work on across Australia. We acknowledge their continuing connection to their culture and pay our respects to their Elders past and present. View our [vision towards reconciliation](https://www.csiro.au/en/about/Indigenous-engagement/Reconciliation-Action-Plan).

**About CSIRO**

As Australia's national science agency, CSIRO is solving the greatest challenges through innovative science and technology. Many of our iconic innovations were once considered impossible until someone, just like you, joined us and took on the challenge.

As one of the world’s largest multidisciplinary mission-driven research organisations, we are focused on the issues that matter the most: for our quality of life, for the economy and for our environment. We believe diverse teams are more effective and deliver more innovative outcomes. When we all focus on the big things that really matter, and work in partnership with our communities and [Indigenous Australia](https://www.csiro.au/research/indigenous-science), Australian science and technology can solve seemingly impossible problems and create new value for all Australians. Visit [CSIRO.au](file:///C:/Users/lui008/OneDrive%20-%20CSIRO/Desktop/LIFE/LEADERSHIP/Inclusive%20Recruitment/PD%20and%20Job%20Ads/CSIRO.au) and [Australian Centre for Disease Preparedness](https://www.csiro.au/en/about/facilities-collections/acdp) for more information.

### Role Overview

The role of Research Projects staff in CSIRO is to collaborate in scientific and technological activities with other research staff usually by assisting with detailed planning, undertaking or assisting with experimental, observational or technology development work, and in carrying out the more practical aspects of the work.

The Diagnosis Surveillance and Response (DSR) Program is located at the Australian Centre for Disease Preparedness (ACDP) facility at Geelong. The DSR program provides diagnostic and research capability required to investigate and respond to new and emerging diseases affecting livestock and other animals. The Research Project Officer position forms part of the ACDP Fish Diseases Laboratory (AFDL) group within the DSR program.

AFDL is Australia’s national reference laboratory for significant emerging and exotic (foreign) aquatic animal pathogens. As the national reference laboratory, AFDL have the primary responsibility for confirmation or exclusion of notifiable diseases when a significant emerging or exotic aquatic animal disease is suspected or detected. The group specialises in the diagnosis and research of diseases of aquatic animals (finfish, molluscs and crustaceans) with an emphasis on exotic and newly emerging diseases. The Research Project Officer reports to the Aquatic Diagnostic Capability Team Leader.

### Duties and Key Result Areas

* Under the direction of the Team Leader, contribute to laboratory work, analysis, and reporting. Accept responsibility for the scheduling and completion of tasks relating to AFDL’s diagnostic and research activities.
* Work in a microbiologically secure laboratory (PC2 and PC3) to undertake both in vitro and in vivo studies as part of a multi-disciplinary team.
* As required, work independently or collaboratively with colleagues on assigned activities and deliver in a timely manner.
* Support and deliver quality assured diagnostic testing services (NATA/ISO 17025) for a broad range of aquatic pathogens, as well as the exclusion of emergency aquatic diseases, routine surveillance and diagnostic testing.
* Contribute to quality assurance requirements, including reporting tests, maintaining up-to-date and accurate test records, and proficiency testing.
* Assist the Team Leader and Group Leader by providing oral and written advice upon request.
* Provide general laboratory support for housekeeping and maintenance activities.
* Work on several parallel and competing tasks, discussing priorities with the Team Leader.
* Complete assigned tasks in a timely and professional manner whilst maintaining an awareness of diagnostic testing priorities, with the flexibility to assist team workflow as required.
* Work collaboratively and contribute to the effective functioning of the AFDL and other diagnostic teams in the DSR program, to meet Annual Performance Goals and other objectives.
* Maintain confidentiality when accessing commercially sensitive information of CSIRO and/or research or commercial partners.
* Communicate openly, effectively and respectfully with all staff, clients and suppliers in the interests of good business practice, collaboration and enhancement of CSIRO’s reputation.
* Adhere to the spirit and practice of CSIRO’s Code of Conduct, Health, Safety and Environment procedures and policy, Diversity initiatives and Zero Harm goals.
* Other duties as directed.

## **Selection Criteria**

#### Essential

*Under CSIRO policy only those who meet all essential criteria can be appointed.*

1. Relevant bachelor’s degree or equivalent work experience in a relevant field such as marine science, virology, molecular biology or similar.
2. Experience in molecular biology techniques.
3. Experience conducting and coordinating laboratory‐based experiments or tests, with a demonstrated ability to plan and schedule laboratory workflow.
4. Excellent interpersonal, written and verbal communication skills.
5. Effective time management skills and ability to work on parallel tasks.

## **Desirable**

1. Experience within a quality assured diagnostic testing laboratory (NATA/ISO 17025).
2. Experience within a diagnostic or research laboratory.

**Not sure if you meet all the criteria?**

While it is CSIRO policy that the successful candidate must meet all the essential criteria, there are many ways to demonstrate this. Don’t let the list discourage you. If you are unsure about applying, please reach out to the contact on page 1 of this document so we can discuss the role further.

## **Required Competencies**

* **Teamwork and Collaboration:** Proactively seeks and considers the ideas and opinions of others from within and outside the team to help form decisions, plans or actions.
* **Influence and Communication:** Puts forward ideas by presenting factual information supported by data, definitions, examples, illustrations or other aids, which will assist in conveying meaning.
* **Resource Management/Leadership:** Provides instruction and assists other staff to complete allocated tasks and activities.
* **Judgement and Problem Solving:** Identifies and considers the implications of a range of available alternatives in order to select the most appropriate response to problems of a familiar or recurring nature.
* **Independence:** Recognise and makes immediate changes to improve performance (faster, better, lower cost, more efficiently, better quality, improved client satisfaction).
* **Adaptability:**Willingness to change ideas or perceptions based on new information, contrary evidence or other people's points of view. Prepared to try out different approaches.

**Setting You Up For Success**

We understand that not everyone works in the same way and sometimes people may require reasonable support and adjustments to perform at their best. Whether related to the recruitment process and or the role itself, this may include options such as providing different methods of communication, flexible hours or physical adjustments to work methods. If you feel comfortable, we encourage you to share any support and adjustments you may need to carry out the inherent requirements of the role. Please let us know via email to the Talent Acquisition Partner, if we can help you to equitably participate in our recruitment process or the role itself.

**Life at CSIRO and Flexible Working Arrangements**

We [work flexibly at CSIRO](https://www.csiro.au/en/careers/life-at-csiro/Flexible-work), offering a range of options for how, when and where you work.  We can discuss flexible work arrangements with you during the recruitment process. CSIRO also offers a range of leave entitlements, [benefits](https://www.csiro.au/en/careers/life-at-csiro/Benefits) and [career development](https://www.csiro.au/en/careers/life-at-csiro/Career-development) opportunities. To learn more, visit [Careers at CSIRO](https://www.csiro.au/en/careers).

We celebrate the uniqueness of our workforce and are committed to creating [diverse and inclusive teams](https://www.csiro.au/en/careers/life-at-csiro/Diversity-inclusion-belonging) where everyone feels they belong. CSIRO is an equal employment opportunity organisation dedicated to recruiting people based on merit, and reflecting the diversity of the community we serve. We recognise true diversity encompasses all ages, nationalities, abilities, cultures, genders, sexualities, faiths, levels of education, diversity of thought and many more aspects of identity. By empowering diverse teams, our community is reflected in the solutions we create.

**CSIRO Values**

CSIRO is a values-based organisation committed to values-based leadership.

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| **Value** | **Descriptor** | **Behaviour** |
| **People First** | Our priority is the safety and wellbeing of our people. We believe in, and respect, the power of diverse perspectives. We seek out and learn from our differences. | * Respectful * Caring * Inclusive |
| **Further Together** | We achieve more together than we ever could alone. We listen and collaborate, in teams, across disciplines, across boundaries. We embrace ambiguity and use discussion and persistence to generate unique solutions to complex problems. | * Accountable * Authentic * Courageous |
| **Making it Real** | We do science with real impact. We thrive when taking on the big challenges facing the world. We take educated risks and defy convention. We celebrate successes and failures and leverage them to learn as we strive to be the force for positive change. | * Partnering * Cooperative * Humble |
| **Trusted** | We’re driven by purpose but remain objective. We fight misinformation with facts. We earn trust everywhere through everything we do. We trust each other and we hold each other accountable. Together our actions drive Australia’s trust in CSIRO. | * Curious * Adaptive * Entrepreneurial |

**Child Safety**

CSIRO is committed to the safety and wellbeing of all children and young people involved in our activities and programs. View our [Child Safe Policy](https://www.csiro.au/en/about/policies/child-safe-policy).

Special Requirements

Appointment to this role is subject to provision of a pre-employment background check and may be subject to other security/medical/character clearance requirements.

**Security Assessment and Microbiological Security Requirements for Personnel Working on the Australian Centre for Disease Preparedness (ACDP) Site:**

1. Certain positions including those working in the ACDP microbiological secure area will require security clearance at a level appropriate to duties of the position. Confirmation of the appointment is subject to obtaining that clearance.

2. It is essential that all work on exotic or emerging diseases carried out at ACDP is conducted in a safe manner to prevent the escape of the disease agents used, and to this end, all activities and personnel will be subject to appropriate microbiological security measures. Consequently, while working at ACDP, you may not reside on a property on which are kept any of the following animals: sheep, cattle, pigs, goats, horses, asses, mules and camelids, any other cloven-hoofed animal, fowls, turkeys, geese, domestic ducks, caged birds, emus or ostriches. Personnel working with diseases of aquatic animals may not keep aquarium fish at their place of residence and at times specific species may be excluded depending on the nature of the work conducted.

3. In addition, for a period of seven days after working in the microbiologically secure area of ACDP, personnel may not have close contact with any of the above animals, amphibians or birds or the actual places where these animals are held or visit any aquatic animal farm or aquatic animal hatchery.

4. Working in the barrier maintained Small Animal Facility or the Werribee Animal Health Farm requires avoidance of additional animals such as mice, rats, guinea pigs, rabbits, ferrets and poultry of a minimum of 3 days prior to arrival.

5. Certain positions will require medical assessment and vaccinations against various agents such as influenza, rabies, hepatitis B, Japanese encephalitis or other agents as specified if required for the role performed.

6. Positions working at PC4 will also require a pre-employment psychological assessment.

7. Given ACDP’s role in the International Regional Program, there may be a requirement for some personnel to travel internationally and if required for this work, suitable staff should be able to obtain a valid passport and obtain applicable vaccinations.

8. Should an emergency response situation arise, ACDP may be required to implement the Emergency Animal Disease Response Plan and personnel may need to contribute to response requirements, including after-hours work.

9. Personnel must abide by Occupational Health, Safety and Environment regulations. Safety signs and directives issued by CSIRO personnel must be complied with at all times.

10. Access restrictions apply to the Werribee Animal Health Facility (WAHF) site that is associated with, but remote from, the ACDP site.

**The successful candidate will be required to:**

1. Obtain and provide evidence of a National Police Clearance or equivalent. Please note that individuals with criminal records are not automatically deemed ineligible. Each application will be considered on its merits.

2. Undertake a National Health Security Check (to be arranged post-commencement).

3. Obtain and maintain a security clearance at the Negative Vetting Level 1 (to be arranged post-commencement).